

THE SEVEN STEPS TO PROTECT YOU

1. PREPARE

v. make or get ready

RECHARGE YOUR PERSONAL BATTERY

Disconnect from work, sleep well and ensure at least 10-hour breaks between shifts



GAUGE YOUR LOVED ONES

Discern well-being needs of family members, friends and dependents



CONSIDER YOUR RESPITE OPTIONS

Discuss using entitlements such as rest days, sick leave and carer's leave



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2. REPORT

v. present oneself on arrival

COMPLY WITH YOUR START TIME

Turn up prior to shift
but don't begin early



CHANGE INTO YOUR BASIC UNIFORM

Suit up in work clothes
but don't don kit



TICK OFF YOUR SAFETY OBLIGATIONS

Clean up desks and offices
but don't endanger others



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3. OBTAIN

v. get, come into possession of

ATTEND BRIEFINGS FROM YOUR SUPERVISORS

Get managerial guidance from your superiors



NOTE HANDOVERS FROM YOUR PEERS

Gain operational awareness from your equals



DETECT ISSUES FROM YOUR OBSERVATIONS

Glean additional information from your senses



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4. TRACK

v. keep oneself informed

READ YOUR COMMUNIQUES FROM OFFICIAL CHANNELS

Swot up on changes to laws, policies and procedures



REVIEW YOUR MESSAGES FROM ALL CORRESPONDENTS

Brush up on emails, texts and voicemails



MONITOR YOUR ALERTS FROM KEY SOURCES

Read up on intelligence reports, training manuals and social media channels



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5. EQUIP

v. supply with what's needed

CHECK YOUR TOOLS

Assess use-of-force apparatus, body-worn cameras and other devices



INSPECT YOUR VEHICLES

Ascertain accessibility, serviceability and suitability of cars



STOCK YOUR CONSUMABLES

Assemble suitable items, materials and supplies for kit bags



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6. CONNECT

v. join, be joined

ESTABLISH YOU'RE READY FOR DUTY

Ensure personal fulfilment of all criteria



CONFIRM YOUR PARTNER IS READY FOR DUTY

Endorse corresponding credentials of work colleague



REGISTER YOUR TEAM AS AVAILABLE FOR DUTY

Enrol on Computer Aided Dispatch system



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7. TASK

v. assign a job

DON'T SKIP TO NEXT STEP

The PROTECT order is vital for you to complete



DON'T SUCCUMB TO TASKING PRESSURE

The assigning issue is not for you to manage



DON'T SUBMIT TO UNNECESSARY RISK

The unavoidable danger is enough for you to face



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